



Direct Deposit of Net Monthly Benefit

SECTION 1 - RETIREE INFORMATION

RETIREMENT PLAN TYPE (Mark X in Appropriate Box)

☐

Employees' Retirement System (ERS)

☐

Georgia Judicial Retirement System (GJRS)

☐

Public School Employees Retirement System (PSERS)

☐

Georgia Military Pension Fund (GMPF)

☐

Georgia Legislative Retirement System (LRS)

☐

Georgia Defined Contribution Plan (GDCP)

Name: _____
(Last) (First) (MI) (Maiden)

SSN: --

Daytime Phone Number: (____) _____ E-mail Address: _____

Mailing Address: _____
(Street) (City) (State) (Zip Code)

☐

Please update ERS system to reflect the above address.

SECTION 2 - DIRECT DEPOSIT AUTHORIZATION

INSTRUCTIONS:

Before signing this agreement, please read the special conditions on page 2.

I authorize the Employees' Retirement System of Georgia to electronically deposit my net monthly benefit into my bank account. I have read and I understand the stipulations on the second page of this form, and I also understand that the following conditions apply:

- My check can only be deposited into an account for which I am an account holder.
- ERSGA is authorized to adjust any entries made in error.
- This arrangement remains in effect until I cancel or change it in writing to ERSGA.
- I agree to immediately notify ERSGA of any change in my home address.
- Failure to abide by these conditions can jeopardize deposit of my monthly benefit.

Signature

Date

SECTION 3 - DIRECT DEPOSIT INFORMATION

INSTRUCTIONS:

Please check in the appropriate box indicating whether the account is a Checking Account or a Savings Account.

☐ **CHECKING**

☐ **SAVINGS** Please provide the following information:

A voided pre-printed check must be attached. Starter checks will not be accepted.

Financial Institution _____

Account Number _____

9-Digit Routing or Transit Number _____

SECTION 4 - ERSGA USE ONLY

Retirement Number: _____

Date Verified: _____

Initials: _____

EMPLOYEES' RETIREMENT SYSTEM OF GEORGIA
TWO NORTHSIDE 75
ATLANTA, GA 30318-7778
(404) 350-6300 (Atlanta)
1-800-805-4609 (outside the Atlanta area)

The following information should be read and understood before signing and returning this form for Direct Deposit. Please call the ERSGA office if you need further clarification.

NOTICE

Joint Account Holders: Joint account holders must notify ERSGA immediately of the death of the recipient of this benefit. Funds deposited after the death of the recipient are not legal and must be returned to ERSGA. ERSGA will then calculate and determine any survivor rights or benefit payments.

- ☐ **EFFECTIVE STARTING DATE:** If ERSGA receives your request by the 18th of the month, your Direct Deposit starts on the last working day of the following month. Example: If your request is received on or before November 18th, Direct Deposit starts on the last working day of December. If the request is received after November 18th, Direct Deposit starts on the last working day of January. Until then, your check will be sent to your mailing address.
- ☐ **FOR NEW RETIREES:** A new retiree's first check is mailed. The first month, ERSGA uses the voided check or savings account information (requested on the front of this form) in a trial run - making sure that your check will be deposited into the correct account at the correct bank. Starting the second month after retirement, your check is directly deposited into your bank. Your first check is sent to your mailing address.
- ☐ **STATEMENTS:** No monthly check stubs are issued. A statement is issued with the first month of Direct Deposit and whenever a change occurs in the amount of deposit.
- ☐ **DEPOSIT DATES:** Checks are always deposited on the last work day of each month.
- ☐ **BANK OR ACCOUNT CHANGES:** This deposit agreement continues until you notify ERSGA in writing to do otherwise. If you change banks or accounts, you must complete and send in another Direct Deposit form with an attached voided check. We must have this signed form for every account. Please remember that the ERSGA office must have all changes by the 18th of the month for the change to take effect the following month. **The first payment after ERS receives and enters your account/routing changes will be a paper check.**
- ☐ **ADDRESS CHANGES:** You must notify this office of any change in your home address. We are required to keep all files current.